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State of Wisconsin  
Governor Scott Walker

TO: **Income Maintenance Supervisors**  
**Income Maintenance Lead Workers**  
**Income Maintenance Staff**  
**Training Staff**  
**Child Care Coordinators**

FROM: Kath McGurk, Director  
Bureau of Early Learning and Policy  
Division of Early Care and Education  
Department of Children and Families

**DECE/BELP OPERATIONS MEMO**

**No: 18-21**

**DATE: 06/25/2018**

**Child Care**

**SUBJECT: Wisconsin Shares Eligibility for Children in Out-of-Home Care from  
Out of State**

**CROSS REFERENCE:** Wisconsin Statute [48.99\(7\)\(a\)](#); [49.155\(1m\)\(c\)1g](#); [49.155\(1m\)\(c\)1h](#);  
Wisconsin Administrative Code [DCF 201.08\(2\)](#);  
[Wisconsin Shares Policy Manual](#), Section [1.8](#): Foster Care,  
Subsidized Guardianship, Interim Caretaker, and Relatives with  
Court-Ordered Placement who Receive Kinship Care, and all sub-  
sections;  
[Wisconsin Shares Policy Manual](#), Section [1.6.10](#): Non-Financial  
Eligibility Verification

**EFFECTIVE DATE:** July 2, 2018

**PURPOSE:** This Operations Memo introduces a new policy regarding Wisconsin Shares eligibility determination for children who are placed into out-of-home care in Wisconsin homes by another state.

**BACKGROUND:** The Wisconsin Shares Child Care Subsidy Policy Unit has received inquiries regarding whether children from out of state who are placed in Wisconsin homes are potentially eligible for Wisconsin Shares, and has consulted with DCF staff in both the Interstate Compact on the Placement of Children (ICPC) unit and the Office of Legal Counsel to give guidance surrounding this issue.

**POLICY:** Wisconsin Shares will make no distinction between foster care placements, court-ordered and non-court-ordered Kinship Care placements, subsidized guardianships, and interim

caretaker placements that originate from outside Wisconsin versus those from within Wisconsin. Court orders from states other than Wisconsin are allowable as verification of a court order for Wisconsin Shares purposes.

**CONTACTS:** For Wisconsin Shares Child Care policy questions outside of Milwaukee County contact your Bureau of Regional Operations (BRO), Child Care Coordinators at [BROCCPolicyHelpDesk@wisconsin.gov](mailto:BROCCPolicyHelpDesk@wisconsin.gov).

For Child Care CARES/CWW and CSAW Processing Questions statewide, and policy questions in Milwaukee County, contact the Child Care Subsidy and Technical Assistance line at [childcare@wisconsin.gov](mailto:childcare@wisconsin.gov) or (608) 422-7200.

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